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PART IV-A

Rules and Orders (Other than those published in Parts I, I-A, and I-L) made
by the Government of Gujarat under the Central Acts

ENERGY AND PETROCHEMICALS DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 25th September, 2023

CONSTITUTION OF INDIA.

No.GE-2023-(71)-MVN-14-2014-73-E:- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Government of Gujarat hereby makes the following rules further to amend the Administrative Officer, Class II (Departmental Examination), Rules, 2014, namely:-

1. (1) These rules may be called the Administrative Officer, Class-II, (Departmental Examination) Rules, 2023.
(2) They shall come into force from the date of their publication in the *Official Gazette*.
2. In the Administrative Officer, Class II, (Departmental Examination), 2014, in rule-9,-
 - (i) in sub-rule (3), for the figures and words, “60% sixty per cent”, the figures and words, “50% fifty per cent” shall be substituted;
 - (ii) after sub-rule (4), the following sub-rule shall be added, namely:-

“(5) In case a candidate is not able to obtain the qualifying standard in only one question paper in a departmental examination, such candidate shall be given grace marks up to 5% of the total marks for that question paper and thereafter, if he obtains the marks equal or more than qualifying standard, he shall be declared as passed.”

By order and in the name of the Governor of Gujarat,

BHAKTI SHAMAL,

Joint Secretary to Government.

FINANCE DEPARTMENT**NOTIFICATION**

Sachivalaya, Gandhinagar, 30th September, 2023

CONSTITUTION OF INDIA.

No.(GN-68)FD/GRO/e-file/4/2023/2746/GH:- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Gujarat hereby makes the following rules for regulating the method of combined competitive examination to the posts of the Accountant, Auditor, Sub Treasury Officer (Accountant) or Superintendent, Class III, and Sub Accountant, Sub Auditor, Class III, in the subordinate services of the Directorate of Accounts and Treasuries, Gujarat State, namely : -

1. Short title and commencement.-

- (1) These rules may be called the Accountant, Auditor, Sub Treasury Officer (Accountant) or Superintendent, Class III, and Sub Accountant, Sub Auditor, Class III, in the subordinate services of the Directorate of Accounts and Treasuries (Combined Competitive Examination), Rules, 2023.
- (2) They shall come into force on the date of their publication in the *Official Gazette*.

2. Definitions.- In these rules, unless the context otherwise requires,-

- (a) "Appendix" means an Appendix appended to these rules;
- (b) "Board" means the Gujarat Subordinate Service Selection Board, Gandhinagar or such other institutions/Committee/Board specified by the Government;
- (c) "examination" means the Combined Competitive Examination for direct recruitment to the post of Accountant, Auditor, Sub Treasury Officer (Accountant) or Superintendent, Class III, and Sub Accountant, Sub Auditor, Class III, which shall include the Preliminary Examination (MCQs), and Main Examination (Descriptive) as referred to in rule 4;
- (d) "Government" means the Government of Gujarat;
- (e) "Post" means the post of the Accountant, Auditor, Sub Treasury Officer (Accountant) or Superintendent, Class III, and Sub Accountant, Sub Auditor, Class III, in the subordinate services of the Directorate of Accounts and Treasuries, Gujarat State;
- (f) "Prescribed" means prescribed by regulations made by the Board;
- (g) "Relevant recruitment rules" means the recruitment rules prescribed by the Government for the concerned posts;
- (h) "Schedule" means the Schedule appended to these rules.

3. Holding of Examination.- The Board shall, on receiving the requisition from the Government, hold an examination for the selection of candidates for recruitment to the post of Accountant, Auditor, Sub Treasury Officer (Accountant) or Superintendent, Class III, and Sub Accountant, Sub Auditor, Class III.**4. Mode of Examination.-**

- (1) The examination shall be held in two successive stages, namely:-
 - (a) Preliminary Examination (MCQs) for selection of candidates for Main Examination; and,
 - (b) Main Examination (Descriptive type) for final selection of candidates for the above posts.
- (2) The Preliminary Examination and the Main Examination shall be held in such manner as specified in Schedule I.
- (3) The number of candidates called for the Main Examination, subject to availability, shall be seven times the number of total vacancies shown in the advertisement.

- 5. Syllabus.-** The details of the syllabus shall be as per the Appendix-A and B.
- 6. Medium of Examination.-** The medium of examination shall be Gujarati except the Part-B of the Paper-1 of the Appendix-B, for which the medium shall be English.
- 7. Place of Examination.-**
- (1) The date, time, and place of the examination shall be decided by the Board.
 - (2) The candidates shall be required to attend all the stages of examination at their own expense on the date, time, and place as notified by the Board.
- 8. Application for Examination.-**
- (1) The candidate who desires to appear at the Preliminary Examination shall submit an application in such form and within such time limit as may be determined by the Board along with such fees as may be fixed by the Government.
 - (2) The candidates who are declared qualified by the Board for admission to the Main Examination shall apply again in such form and within such time limit as may be determined by the Board along with such fees as may be fixed by the Government.
 - (3) The fees shall be paid in the manner as may be prescribed by the Board and fees once paid shall not be refunded or held over for the subsequent examination.
 - (4) The request for withdrawal of the application by the candidate shall not be entertained under any circumstances.
- 9. Condition for Eligibility.-**
- (1) The candidate shall not be qualified for admission to the Examination unless he is -
 - (a) a citizen of India, or
 - (b) a citizen of Nepal, or
 - (c) a citizen of Bhutan, or
 - (d) a person of Indian origin who has migrated from Pakistan, Myanmar, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia, and Vietnam, with the intention of permanently settling in India:

Provided that the candidates belonging to categories (b), (c) or (d) shall furnish a certificate of eligibility issued by the Government.
 - (2) The candidate who is required to produce a certificate of eligibility, may be allowed to appear in the examination conducted by the Board and he may also be appointed provisionally subject to the production of the eligibility certificate within time frame, as decided by the Government.
- 10. Disqualification for appointment on the ground of plural marriage.-**
- (1) No person who,-
 - (a) has entered into or contracted a marriage with a person having a spouse living, or
 - (b) having a spouse living, has entered into or contracted a marriage with any other person shall be eligible for appointment to the post:

Provided that subject to the provisions of any law for the time being in force, the State Government may, if satisfied that there are special grounds for doing so, exempt any person from the operation of this sub-rule.
 - (2) The candidate shall be required to declare in the application form whether he or she as the case may be, is married and, in the case of the male candidate whether he has more than one wife living and in the case of a female candidate whether she has married to a man who has already another wife living.
- 11. Age Limit.-** A candidate for admission to the examination shall have attained not less than a the minimum age of 20 years and shall not have attained the maximum age as prescribed in the relevant recruitment rules, on the date as may be specified in the advertisement by the Board:

Provided that the upper age limit may be relaxed in accordance with the provisions of the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.

12. Educational qualifications.-

- (1) A candidate possessing the requisite educational qualifications, other qualifications, and requirement for the appointment under the relevant recruitment rules of the posts, shall be eligible for admission to the examination:

Provided that a candidate who has appeared at a degree examination, the passing of which would render him educationally qualified for the Preliminary Examination, but the result of such examination is not declared, till the last date of filling of the application form as also the candidates who intend to appear at such qualifying examination shall also be eligible for admission to the Preliminary examinations.

- (2) All candidates who are declared qualified by the Board for appearing in the Main Examination shall be required to produce proof of passing the required examination along with their application for the Main Examination:

Provided that a candidate who fails to produce proof of passing the required examination shall not be eligible for admission to the Main Examination.

13. Decision of the Board.-

- (1) No candidate shall be allowed to appear at the Main Examination unless the Board is satisfied that the candidate,-
 - (a) possesses the requisite qualifications and fulfills other requirements under the relevant recruitment rules of the posts;
 - (b) has paid the requisite fees along with the application;
 - (c) is eligible in all respects and complies with all the requirements;
 - (d) has filled the application form for the Main Examination and copy the same along with the copy of requisite documents have been submitted to the Board.
- (2) The decision of the Board as to the eligibility of a candidate for admission to the Main Examination shall be final.
- (3) Subsequently, if at any time, the candidate is found ineligible for appearing in the Main Examination, his candidature shall be treated as cancelled, and if already selected and appointed, his appointment shall be treated as cancelled ab-initio and his service shall be terminated forthwith:

Provided that no such appointment shall be terminated unless he has been given an opportunity of being heard.

14. Prohibition to use certain devices/material in the examination hall.-

- (1) The candidate shall be required to answer all the question papers of the examination in his own handwriting. However, candidate who belongs to the person with disabilities category shall be allowed to write in the examination with the help of a scribe subject to such instructions as may be issued by the Board in that behalf from time to time.
- (2) (a) The candidate shall not be permitted to carry with him, in the examination hall, a cellular phone, pager, tablet, I-pad, smart watch or any other electronics communication device.
- (b) The candidate shall not be allowed to use the calculator in the Preliminary Examination:

Provided that the candidate may be permitted to bring and use the simple battery operated non programmable pocket calculator in such conventional type paper as may be prescribed by the Board in the Main Examination. But, the exchange or transfer of calculator amongst the candidates in the examination hall shall not be permitted.

15. Appearance at the Main Examination.-

- (1) The candidate, who obtains such minimum qualifying marks in the Preliminary Examination, as may be fixed by the Board at its discretion, shall be admitted to the Main Examination.
- (2) The Main Examination for the final selection of the candidates shall be held in the manner as specified in Section III of Schedule 1. The final ranking of the candidate shall be determined on the basis of the marks obtained by him in the Main Examination:

Provided that candidates belonging to the reserved categories may be allowed to appear in the Main Examination or, as the case may be, called for Main Examination relaxing the standards in the Preliminary Examination or, as the case may be, in the Main Examination if the Board is of the opinion that sufficient number of candidates from these categories are not likely to be available for the Main Examination or, as the case may be, on the basis of qualifying standard for general category in order to fill up the vacancies reserved for such categories:

Provided further that the candidates must secure minimum marks as may be fixed by the Board at its discretion in Paper-1(Part-1 and Part-2) and Paper-2 separately in the Main Examination.

16. Preparation of select list.-

- (1) After the Main Examination, the candidates shall be arranged by the Board in the order of merit on the basis of the Main Examination marks finally awarded to each candidate. Thereafter, the Board shall, for the purpose of recommending candidates against unreserved vacancies, fix a qualifying mark (hereinafter referred to as “the general qualifying standard”) with reference to the number of unreserved vacancies to be filled up on the basis of marks awarded at the Main Examination. For the purpose of recommending reserved category candidates belonging to the Scheduled Castes, Schedule Tribes, Socially and Educationally Backward Classes (including Nomadic Tribes and Denotified Tribes), and Economically Weaker Sections (EWSs) against reserved vacancies, the Board may relax the general qualifying standard with reference to the number of reserved vacancies to be filled up in each of these categories on the basis of the marks awarded at the Main Examination:

Provided that the candidates belonging to the Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes (including Nomadic Tribes and Denotified Tribes) and Economically Weaker Sections (EWSs) who have not availed themselves of any of the concessions or relaxations in the eligibility or the selection criteria, at the examination and who after taking into account the general qualifying standard are found fit for recommendation by the Board, shall not be recommended against the vacancies reserved for Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes (including Nomadic Tribes and Denotified Tribes) and Economically Weaker Sections (EWSs).

- (2) While considering the preferences, the candidate belonging to the Scheduled Castes, Scheduled Tribes, Socially and Educationally Backward Classes (including Nomadic Tribes and Denotified Tribes), and Economically Weaker Sections (EWSs) recommended against unreserved vacancies shall be adjusted against reserved vacancies by the Board, if by this process they get a post of higher choice in the order of their preference.
- (3) The Board may further lower the qualifying standard to take care of any shortfall of candidates for appointment against unreserved vacancies and any surplus of candidates against reserved vacancies arising out of the provisions of this rule.

17. Waiting list.- There shall be no waiting list. If the posts remain vacant, they shall be included in the next recruitment event.

18. Order of Preference.-

- (1) The candidate shall, at the time of application for the Main Examination indicate ~~in~~ the order of preference for the posts for which he desires to be considered for appointment, in such manner as may be prescribed by the Board:

Provided that the preference once given shall be treated as final and no request for revision, addition, alteration, or change in the preference shall be entertained by the Board or by the Government.

- (2) (a) The order of preference for the posts indicated by the candidates shall not confer any right for appointment to those posts. Having regard to the rank in the order of merit and the number of posts available, the preference given by the candidate shall be considered by the Government at the time of his appointment.
- (b) Where a candidate has not given preference for any post, or the candidate has given preference only for one post, and the number of post for which he has given preference is not available to accommodate the candidate as per his preference, such candidate shall be allotted to any of the remaining vacant posts after allocation of the posts to all the candidates in accordance with their preferences.
- (3) The appointment of a candidate to a particular post shall be subject to the provisions of recruitment rules in force relating to that post.
- (4) Where a candidate fails to join the post offered to him within a stipulated time, his name shall be deleted from the list of candidates recommended by the Board for appointment.
- (5) Where the candidate has been appointed to a particular post, no request shall be entertained by the Government for a change of appointment to another post.

19. Ineligible if fails to attend mains examination.- The candidate, who is qualified for the Main Examination but fails to attend the Main Examination or fails to attend any of the Main Examination papers, shall not be eligible for selection.

20. Result of the Main Examination.-

- (1) (a) The result of the candidates whose names are to be recommended to the Government for appointment to the posts, shall be arranged according to the order of merits of candidates along with the seat number and the total marks obtained by each of the candidates.
- (b) The Board shall communicate the result of the successful candidate individually in the manner as may be decided by it.
- (c) The Board shall also display the result of unsuccessful candidates containing the names, seat number, and total marks obtained by each of the candidates.
- (2) The Board shall, thereafter send a copy of the result to be published in the Official Gazette to the Government.

21. Rechecking of marks of Main Examination.-

- (1) A candidate who desires to have his marks of Main Examination rechecked, may apply to the Board along with such fee as may be fixed by the Board for each paper within a period of thirty days from the date of declaration of the final result of the Main Examination.
- (2) A candidate who desires to have the mark-sheet of the Main Examination, shall apply to the Board along with such fee as may be fixed by the Board within the period of fifteen days from the date of declaration of the final result of the Main Examination.
- (3) In no circumstances, the marks of any part of the Main Examination shall be disclosed before the official declaration of the final result.

22. Forwarding the result to the Government.- The Board, on declaration of the result, shall forward to the Finance Department, the list of candidates who are recommended for an appointment along with necessary particulars such as a category of candidate, his date of birth, educational qualifications, and such other particulars as the Government may direct or the Board may deem fit. The Department shall forward such list received from the Board to the Directorate of Accounts and Treasuries. The Directorate of Accounts and Treasuries thereafter shall issue orders of appointment of the candidates so allotted and such orders shall be sent to the concerned candidates by Register Post Acknowledgement Due (RPAD) or Speed Post.

- 23. No right to appointment.-** The mere success in the examination shall not confer any right to appointment and no candidate shall be appointed to the post unless the appointing authority is satisfied after such inquiries as may be considered necessary that the candidate is suitable in all respects for appointment to the post.
- 24. Medical examination.-** The candidate recommended for appointment shall be required to undergo the medical examination in accordance with the provisions of the Gujarat Civil Services (General Conditions of Services) Rules, 2002.
- 25. Joining to post.-** The selected candidate for appointment to the concerned post shall be required to join his posting within 30 days from the date of receipt of the appointment order. If the candidate fails to join his posting within 30 days, his appointment order shall be deemed cancelled. However, if it is established that for the reasons beyond his control, the candidate could not join the posting within 30 days, the competent authority may, for reasons to be recorded in writing, allow such candidate to join the posting even after the expiry of 30 days. However, the seniority of such a candidate shall be determined in accordance with the Government orders in that behalf.
- 26. Disciplinary actions.-** The candidate who is or has been declared by the Board to be guilty of,-
- (a) obtaining support for his candidature by any means;
 - (b) impersonating;
 - (c) procuring impersonating by any person;
 - (d) submitting fabricated documents or documents which have been tampered with;
 - (e) making statements which are incorrect or false or suppressing material information;
 - (f) resorting to any other irregular or improper means in connection with his candidature for the examination;
 - (g) using unfair means during the examination;
 - (h) writing irrelevant matter, including absurd language or pornographic matter in the scripts;
 - (i) misbehaving in any other manner in the examination hall;
 - (j) harassing or doing bodily harm to the staff employed by the Board for the conduct of the Examination;
 - (k) attempting to commit or as the case may be, abetting the Board of all or any of the acts specified in the foregoing clauses; or
 - (l) Violating any of the instructions issued to the candidates along with his admission certificate permitting him to take the examination may, In addition to rendering himself liable to criminal prosecution, be liable -
 - (1) to be disqualified by the Board from the examination for which he is a candidate: or
 - (2) to be debarred either permanently or for a specific period,
 - (i) by the Board, from appearing in any examination or from any interview for direct selection to be held by them; or
 - (ii) by the State Government from any employment under it:
- Provided that no penalty under clause (1) or clause (2) shall be imposed except after giving the candidate an opportunity of making such representation in writing as he may wish to make in that behalf, or
- (3) to disciplinary action under the appropriate rules if he is already in Government service.
- 27. Savings.-** Notwithstanding anything contained in these rules, any action initiated under the previous rules before the commencement of these rules shall be valid till it is completed.

SCHEDULE - I

(See rule 4)

SECTION - I**PLAN OF THE EXAMINATION**

The Examination shall comprise of two successive stages:

- (A) Preliminary Examination (objective type) for the selection of candidates for Main Examination; and
(B) Main Examination (written) for selection of candidates for the post as specified.

(A) Preliminary Examination:

The Preliminary Examination shall consist of one paper of objective type (multiple choice questions, MCQs) and carry a maximum of 150 total marks as shown in SECTION II of this SCHEDULE. This examination is meant as a screening test only. The marks obtained in the Preliminary Examination by the candidates, who are declared qualified for admission to the Main Examination shall not be counted for determining their final order of merit. The number of candidates to be allowed to appear in the Main Examination shall be about seven times the total approximate number of vacancies so advertised. The candidate, who is declared, qualified in the Preliminary Examination by the Board shall only be eligible for admission to the Main Examination, subject to the condition that he is otherwise eligible for admission to the Main Examination.

(B) Main Examination:

The Main Examination shall consist of a written examination of total 200 Marks. The written examination shall consist of two papers, as shown in SECTION III of this SCHEDULE.

The marks obtained by the candidates in the Main Examination shall determine their final ranking.

SECTION - II**SCHEME AND SUBJECTS FOR THE PRELIMINARY EXAMINATION**

The Preliminary Examination shall consist of one Paper of total 150 Marks as follow:-

Paper	Nature of Exam	Subject	Marks	Duration
1.	Objective (MCQs)	General Studies As per Appendix –A	150	2 Hours

- The objective type Elimination Test shall consist of Multiple Choice Questions (MCQs)
- Every question shall be of 1 mark.
- The candidate shall have to attempt all questions.
- Every attempted question with an incorrect answer shall carry a negative mark of 0.25.
- In every question there shall be one option of “Not attempted”. If the candidate does not intend to answer, he may select this option. If the candidate selects this option, the negative marks shall not be given.
- The candidates who belong to a person with Disability category may be allowed a Compensatory time of twenty minutes per hour for each hour of paper as may be applicable.
- If the candidate has not selected any of the option given in the question, then it shall carry a negative mark of 0.25.

SECTION - III**SCHEME AND SUBJECTS OF THE MAIN EXAMINATION**

The scheme and subjects of the Main Examination shall consist Total Marks of the following papers:

Paper	Nature of Exam	Subject	Marks	Duration
1	Descriptive	Gujarati Language and English Language (As per Appendix –B).	100	3 Hours
2		Accountancy and Auditing, etc. (As per Appendix–B).	100	3 Hours

Note:

- The standard of Gujarati Paper shall be equivalent to Gujarati subjects (higher level) of the Twelfth standard of Gujarat Secondary and Higher Secondary Education Board.
- The standard of English Paper shall be equivalent to English subjects (higher level) of Twelfth standard of Gujarat Secondary and Higher Secondary.
- The standard and the course content of the syllabus for Paper 2 (Accountancy and Auditing, etc.) shall be of a degree level. The Scheme of the Paper shall be as prescribed in Appendix-B.
- The details of the syllabus shall be as prescribed in Appendix-A and B.
- The question papers for the main examination shall be of Descriptive type.
- The candidates who belong to a person with Disability category may be allowed a Compensatory time of twenty minutes per hour for each hour of paper as may be applicable.

Appendix - A**Syllabus of Competitive Examination of Accountant and Sub Accountant****Prelim Examination (Multiple Choice Questions)****Medium: Gujarati****Time: 2 hours**

Sr. No.	Subject	Details of Syllabus	Marks to be allotted
1	General Studies	History of Gujarat, Geography of Gujarat, Environment, State and National Level Current Affairs, Indian Constitution, Science and Technology, Government Schemes, Disaster Management, Sports, Information and Communication Technology.	20
2	General Mental Ability	Logical Reasoning and Analytical Ability, Number Series, Coding Decoding, Problems based on clock, calendar and age, Square, Square root, Cube, Cube root, Power and exponent, H.C.F, L.C.F, Percentage, Simple and compound interest, Profit and loss, Time and work, Time and distance, Speed and distance, area and Perimeter of simple geometrical shapes.	10
3	ગુજરાતી વ્યાકરણ	સમાનાર્થી શબ્દો, વિરુદ્ધાર્થી શબ્દો, શબ્દસમુહ માટે એક શબ્દ, જોડણીશુદ્ધિ, ભાષાશુદ્ધિ (પદક્રમ, પદ સંવાદ), સંધિ જોડો અથવા છોડો, વિરામચિહ્નો, છંદ અને તેના પ્રકાર, અલંકાર અને તેના પ્રકાર, રૂઢિપ્રયોગો અને કહેવતો.	10
4	English Grammar	Parts of speech, tenses, modal auxiliaries, articles, change the voice, direct and indirect speech, rearrange the jumbled words into a meaningful sentence, synonyms & antonyms.	10
5	Statistics and Mathematics	Data collection and analysis, measures of central tendency and measures of dispersion, sampling and methods of sampling, probability, index numbers, correlation, constant correlation, regression time series, statistical quality control, function, continuity, limit, Derivatives, permutation and combination.	10
6	Economics and Financial Administration	Introduction to economics, demand, supply and its relative value, concepts of income and expenditure, national income, inflation, economic reform policies, finance commission, capital disinvestment; monetary and fiscal policies, public debt, budget - types and form, budgetary process, public accounts and audit, budget as a political instrument, the role of the Comptroller and Auditor General (CAG), NITI Aayog.	10
7	Management and	Nature and importance of management, principles of management, functions of management, motivation and leadership; Introduction to international	10

Sr. No.	Subject	Details of Syllabus	Marks to be allotted
	International Business	business, promoting factors, advantages and limitations; Foreign exchange, Balance of payments and methods to correct disequilibrium, India's Foreign Trade Policy; International Organizations: WTO, World Bank, IMF, IFC, IDA, ADB.	
8	Public Administration	Public Administration – Introduction, organizational approaches and principles, organizational structure, administrative behaviour, personnel administration, financial administration, coordination, delegation and supervision, control over public administration, performance studies, civil service performance and administrative reform.	10
9	Financial Accounting	Basic accounting concepts, principles– assumptions, types of accounts and their rules, process of accounts, trial balance, final accounts, rectification of errors and bank reconciliation statement, partnership accounts – admission, retirement, death and dissolution, Company's accounts, financial statements, issue and forfeiture of shares, accounts of underwriting commission and valuation of goodwill and shares as per Companies Act, 2013. Indian Accounting Standards (Ind AS).	10
10	Income Tax Act and Goods and Services Tax (GST)	Basic concepts, tax incidence, Definitions in Income Tax Act, 1961, exempted Incomes, Residential Status, Computation of Taxable Income under various Heads, Deductions and Reliefs, Computation of Taxable Income of Individuals and Firms, Deductions of Tax, Filing of Returns, Different Types of Assessment, defaults and penalties, tax planning, tax evasion and tax avoidance, GST concept and GST laws.	10
11	Cost and Management Accounting	Cost Accounting: Concept of Cost, Types of Cost, Classification of Cost, Cost Centres, Cost Accounting and Cost Ascertainment; Fixed, variable and Semi-variable Cost, Direct Material, Direct Labour, Direct expenses, Overhead Costs, Prime Cost, Factory Cost, Production cost, Sales cost; Stock sheet, Different methods of Costing: Unit Costing, Process Costing, Batch and job Costing, Service Costing . Managements Accounting: Methods of financial statement analysis, marginal cost and break-even analysis, decision making, proportional cost, budgetary control, types of budget, cash budget, flexible budget and zero-base budgeting.	10
12	Accounting and Finance Computer Applications	Accounting and Finance Computer Applications – Tally.	10
13	Auditing – 1	Meaning and Basic Elements of Auditing, Features, Objectives, Types, Advantages, Internal Control, Statutory Auditor: Appointments, Qualifications, Rights and Duties; Vouching – Meaning and objectives, types, and duties of the auditor regarding valuation of assets and liabilities.	10
14	Company Audit	Company audit and related provisions of Companies Act, 2013, auditor's report and certificate, tax audit, duties of the auditor regarding profit distribution and depreciation, investigation, audit programme.	10
Total marks			150

Appendix-B**(Main Examination – Descriptive)****Paper – 1****Total Marks: 100****Time: 3 hour****Part – A (ગુજરાતી ભાષા): 50 marks Medium: Gujarati**

ક્રમ	પ્રશ્નોની વિગત	ફાળવેલ ગુણ
1	નિબંધ: ત્રણ પૈકી કોઈ પણ એક (વર્ણનાત્મક/વિશ્લેષણાત્મક/ચિંતનાત્મક/સાંપ્રત સમસ્યા પર આધારિત) (આશરે ૨૫૦થી ૩૦૦ શબ્દોમાં).	15
2	સંક્ષેપીકરણ : આપેલા ગદ્યખંડમાંથી આશરે 1/3 ભાગમાં સંક્ષેપ કરો અથવા સારલેખન: 1/5 ભાગમાં કરો.	05
3	પત્રલેખન : (ઔપચારિક અને અનૌપચારિક) અથવાઅરજલેખન(આશરે 100 શબ્દોમાં).	05
4	ચર્યાપત્ર : (વર્તમાનપત્રમાં પ્રજાના પ્રશ્નો/સાંપ્રત સમસ્યાઓ/વ્યક્તિગત અભિપ્રાય રજૂ કરતું ચર્યાપત્ર) (આશરે 200 શબ્દોમાં).	10
5	અહેવાલલેખન (આશરે 200 શબ્દોમાં).	10
6	ભાષાંતર : અંગ્રેજીમાંથી ગુજરાતીમાં અનુવાદ.	05
Total		50

Part – B (English Language): 50 marks Medium: English

Sr. No.	Types of Questions	Marks to be allotted
1	Essay (A minimum of 250 words and a maximum of 300 words) Choose any one topic from a list of three (Descriptive analytical / philosophical / based on current affairs).	15
2	Letter writing (in about 150 words) A formal letter expressing one's opinion about an issue. The issue can deal with daily office matters / a problem that has occurred in the office / an opinion in response to one sought by a ranked officer / issues pertaining to recent concerns, etc.	05
3	Report writing (in about 200 words) A report on an official function / event / field trip / survey etc.	10
4	Writing on visual information (in about 150 words) A report on a graph / image / flow chart / table of comparison / simple statistical data etc.	10
5	Precis Writing A precis in about 100 words for a 300-word passage.	05
6	Translation: Translation of a short passage from Gujarati to English.	05
Total		50

Paper – 2**Marks: 100****Medium: Gujarati****Time: 3 hours**

Sr. No.	Course details	Marks allotted
1	Financial Accounting: Basic accounting concepts, principles– assumptions, types of accounts and their rules, process of accounts, trial balance, final accounts, rectification of errors and bank reconciliation statement, partnership accounts – admission, retirement, death and dissolution, Company's accounts, financial statements, issue and forfeiture of shares, accounts of underwriting commission and valuation of goodwill and shares as per Companies Act ,2013. Indian Accounting Standards (Ind AS).	15
2	Cost Accounting: Concept of Cost, Types of Cost, Classification of Cost, Cost Centres, Cost Accounting and Cost Ascertainment; Fixed, variable and Semi-variable Cost, Direct Material, Direct Labour, Direct expenses, Overhead Costs, Prime Cost, Factory Cost, Production cost, Sales cost; Stock sheet, Different methods of Costing: Unit Costing, Process Costing, Batch and job Costing, Service Costing.	10
3	Management Accounting: Methods of financial statement analysis, marginal cost and break-even analysis, decision making, proportional cost, budgetary control, types of budget, cash budget, flexible budget and zero-base budgeting.	10
4	Income Tax Act and Goods and Services Tax (GST): Basic concepts, tax incidence, Definitions in Income Tax Act, 1961, exempted Incomes, Residential Status, Computation of Taxable Income under various Heads, Deductions and Reliefs, Computation of Taxable Income of Individuals and Firms, Deductions of Tax, Filing of Returns, Different Types of Assessment, defaults and penalties, tax planning, tax evasion and tax avoidance. Concept of GST, Structure of GST, GST Council, Provisions regarding compensation to the State, Registration; Implementation and collection of GST: taxable event, supply of goods and services; Place of Supply: Intra-State, Inter-State, Import and Export, Time of Supply, Calculation of GST, Rules of Calculation, Exemption from GST, Composite and Mixed Supply, Tax Credit; Goods and Service Tax Laws.	15
5	Auditing: Meaning and Basic Elements of Auditing, Features, Objectives, Types, Advantages, Internal Control, Statutory Auditor: Appointments, Qualifications, Rights and Duties; Vouching – Meaning and objectives, types, duties of the auditor regarding valuation of assets and liabilities. Company audit and related provisions of Companies Act 2013, auditor's report and certificate, tax audit, duties of auditor regarding profit distribution and depreciation, investigation, audit programme.	10
6	Economics and Financial Administration: Introduction to economics, demand, supply and its relative value, concepts of income and expenditure, national income, inflation, economic reform policies, finance commission, capital disinvestment; monetary and fiscal policies, public debt, budget - types and form, budgetary process, public accounts and audit, budget as a political instrument, the role of the Comptroller and Auditor General (CAG), NITI Aayog.	15
7	Statistics and Mathematics: Data collection and analysis, measures of central tendency and measures of dispersion, sampling and methods of sampling, probability, index numbers, correlation, constant correlation, regression time series, statistical quality control, function, continuity, limit, Derivatives, permutation and combination.	15
8	Management and International Business: Nature and importance of management, principles of management, functions of management, motivation and leadership; Introduction to international business, promoting factors, advantages and limitations; Foreign exchange, Balance of payments and methods to correct disequilibrium, India's Foreign Trade Policy; International Organizations: WTO, World Bank, IMF, IFC, IDA, ADB.	10
Total		100

Paper Scheme
(Main Examination – Descriptive)
Paper – 2

Sr.	Detail	2 Marks	3 Marks	5 Marks	Total
1	Financial Accounting	1	1	2	15
2	Cost Accounting	1	1	1	10
3	Management Accounting	1	1	1	10
4	Income Tax Act and Goods and Services Tax (GST)	1	1	2	15
5	Auditing	1	1	1	10
6	Economics and Financial Administration	1	1	2	15
7	Statistics and Mathematics	1	1	2	15
8	Management and International Business	1	1	1	10
Total Marks		16	24	60	100
Total questions		8	8	12	

Note: (1) Practical examples of not less than 50% marks shall be asked.

(2) The prescribed weightage shall be followed strictly.

By order and in the name of the Governor of Gujarat,

SAPNA V. RANA,
Deputy Secretary to Government.

HEALTH AND FAMILY WELFARE DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 27th September, 2023

CONSTITUTION OF INDIA.

No.G.Y./18/MCG/2011/903/S :- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Gujarat hereby makes the following rules further to amend the Physiotherapist, Class III and Tutor-cum-Physiotherapist, Class III, Recruitment Rules, 2014, namely:-

1. These rules may be called the Physiotherapist, Class III and Tutor-cum-Physiotherapist, Class III, Recruitment (Amendment) Rules, 2023.
2. In the, Physiotherapist, Class III and Tutor-cum-Physiotherapist, Class III, Recruitment Rules, 2014, (hereinafter referred to as “the said rules”), in the preamble, in rule 1 and in Rule 2, for the words “Physiotherapist, Class III and Tutor-cum-Physiotherapist, Class III”, the words “Physiotherapist, Class III / Tutor-cum-Physiotherapist, Class III” shall be substituted.
3. In the, said rules, in rule 3, clause (b), sub-clause (i), words "or possess an equivalent qualification recognised by the Government" shall be deleted.

By order and in the name of the Governor of Gujarat,

SHITAL PATEL,
Under Secretary to Government.

HEALTH AND FAMILY WELFARE DEPARTMENT**NOTIFICATION**Sachivalaya, Gandhinagar, 30th September, 2023**CONSTITUTION OF INDIA.**

No.GY/19/KRV/102017/2054/CH :- In exercise of the powers conferred by the proviso to article-309 of the Constitution of India and in supersession of all rules made in this behalf, the Governor of Gujarat hereby makes the following rules to provide for regulating recruitment to the post of Head Nurse Class-III, in the subordinate service of the Directorate of Medical Services, Employees' State Insurance Scheme namely :-

1. (1) These rules may be called the Head Nurse Class-III, in the subordinate service of the Directorate of Medical Services, Employees' State Insurance Scheme, Recruitment Rules-2023.
- (2) They shall come into force on the date of their publication in the *Official Gazette*.
2. Appointment to the post of Head Nurse Class-III, in the subordinate service of the Directorate of Medical Services, Employees' State Insurance Scheme, shall be made either :-
 - (A) (a) by promotion of person who possess "Good" benchmark for being considered fit for promotion within the zone of consideration as laid down in the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967 from amongst the persons, who;-
 - (i) have worked for not less than five years in the cadre of Staff Nurse, class-III, in the subordinate services of the Directorate of Medical Services, Employees' State Insurance Scheme.
 - (ii) have passed the qualifying examination for computer knowledge in accordance with the provisions of the Gujarat Civil Services Computer Competency (Training and Examination) Rules, 2006; and

Provided that where the appointing authority is satisfied that a person having the experience specified in sub clause (i) above is not available for promotion and that it is necessary in the public interest to fill up a post by promotion even of a person having experience for a lesser period; it may, for reasons to be recorded in writing, promote such person who possesses experience of a period of not less than two thirds of the period specified in sub clause (i) above; or

- (B) by direct selection on the basis of the result of the competitive examination held for the purpose.
3. To be eligible for appointment by direct selection on the basis of the result of the competitive examination held for the purpose to the post mentioned in rule-2(B) candidate shall -
 - (a) not be more than 40 years of age;

Provided that the upper age limit may be relaxed in favour of a candidate who is already in the service of the Government of Gujarat in accordance with the provisions of the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.

- (b) Possess,
 - (i) a degree of Post Basic B.Sc. (Nursing) obtained from any of the Universities established or incorporated by or under the Central or State Act in India; or any other educational institution recognised as such or declared to be deemed university under Section 3 of the University Grants Commission Act, 1956 and recognised by the Indian Nursing Council; or
 - (ii) a degree of Post Basic Diploma in Nurse Practitioner Midwifery from the institute recognized by the Indian Nursing Council; or
 - (iii) a degree of Basic B.Sc. (Nursing) obtained from any of the Universities established or incorporated by or under the Central or State Act in India; or any other educational institution recognized as such or declared to be deemed as University under Section 3 of the University Grants Commission Act, 1956 and recognized by Indian Nursing Council and have experience of at least four years in Government Dispensary/CHC/hospital or have Four Years Clinical Experience in private/public sector hospital having at least Fifty Beds, after obtaining above qualification.; or

- (iv) Diploma in General Nursing and Midwifery recognized by Indian Nursing Council and have experience of at least four years in Government Dispensary/CHC/hospital or have Four Years Clinical Experience in private/public sector hospital having at least Fifty Beds, after obtaining above qualification.
- (c) possess the basic knowledge of computer application as prescribed in Gujarat Civil Services Classification and Recruitment (General) Rules, 1967;
- (d) possess adequate knowledge of Gujarati or Hindi or both.
4. The provisions of rule 9(A) of the Gujarat Civil Services Classification and Recruitment (General) Rules, 1967 shall be applicable in respect of a candidate appointed by direct selection.
5. The candidate appointed by direct selection shall, during the prescribed period fixed by Government time to time, require to pass the qualifying examination for computer knowledge in accordance with the provisions of the Gujarat Civil Services Computer Competency (Training and Examination) Rules, 2006.
6. The candidate appointed by direct selection shall be required to get himself registered with the Gujarat Nursing Council as Registered Nurse, Registered Midwife under the Gujarat Nurses, Midwives and Health Visitors' Act, 1968 at the time his application for the direct selection, if he is not so registered.
7. The candidate appointed either by direct selection or by promotion shall have to undergo such training and to pass such examination as may be prescribed by the Government.
8. The candidate appointed by direct selection will be required to furnish a security and surety bond in such form, for such amount and for such period as may be prescribed by the Government.

By order and in the name of the Governor of Gujarat,

PRAKASH PATNI,

Joint Secretary to Government.

HOME DEPARTMENT
NOTIFICATION

Sachivalaya, Gandhinagar, 3rd October, 2023

THE OFFICIAL SECRETS ACT, 1923.

No.GG/174/2023/SB.5/OSA/102022/25:- WHEREAS the Government of Gujarat is of the opinion that the information with respect to, or the destruction or the obstruction of or interference with the place specified in the Schedule appended hereto would be useful to an enemy;

NOW THEREFORE, in exercise of the power conferred by sub-clause (d) of clause (8) of section 2 of the Official Secrets Act, 1923 (XIX of 1923) read with the Government of India, Ministry of Home Affairs, Notification No.21/20/62/ Poll (I), dated the 4th May, 1963, the Government of Gujarat hereby declares with effect on and from the date of publication of this notification, in the *Official Gazette*, 66 KV Sisor Sub-Station, Ta: Songadh, Dist: Tapi described in the Schedule to be 'the prohibited place' for the purposes of the said Act.

SCHEDULE

Survey No, Name of the place and the description of Boundaries of the place.

Name of Installation	Address	Survey No. and Area	Boundaries of prohibited Area
Gujarat Energy Transmission Corporation Limited 66 KV Sisor Sub Station	Village Sisor	Survey No. 223 paiki 1	East : Survey No. 223
	Taluka Songadh	Total Area 4900 Sq.m.	West : Survey No. 208/B
	District Tapi	Prohibited Area 4560 Sq. m.	North : Survey No. 223 South : Survey No. 223

By order and in the name of the Governor of Gujarat,

KHYATI SAKHRELIYA,
Section Officer.

LEGAL DEPARTMENT**NOTIFICATION**

Sachivalaya, Gandhinagar, 30th September, 2023

CONSTITUTION OF INDIA.

No.GK/24/2023/LD/HAC/e-file/12/2022/1196/H Section:- In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Gujarat hereby makes the following rules to provide for regulating the conditions of service of the persons appointed to the post of Senior Clerk, Class III, in the office of chief inspecting officer (Court Fees) and it's subordinate offices, in so far they relate to passing of the Departmental Examination to be eligible for promotion to the post of Office Superintendent, Class III, in the Offices of Chief Inspecting Officer (Court Fees) and it's subordinate offices under the Legal Department, Gujarat State, namely:-

1. Short title, commencement and extent. -

- (1) These rules may be called the Office Superintendent, Class III, (Departmental Examination) Rules, 2023.
- (2) They shall come into force on the date of their publication in the *Official Gazette*.
- (3) They shall apply to the persons appointed to the post of Senior Clerk, Class III, whether by promotion or otherwise in the office of Chief Inspecting Officer (Court Fees) and it's subordinate offices under the Legal Department, Gujarat State, whether by promotion or otherwise.

2. Definitions. - In these rules, unless the context otherwise requires. -

- (a) '*Appendix*' means an Appendix appended to these rules;
- (b) "*appointed date*" means the date on which these rules shall come into force;
- (c) 'Institute' means the Sardar Patel Institute of Public Administration (SPIPA), or any other Institute as may be decided by the Government;
- (c-) "*examination*" means the departmental examination specified under these rules for promotion to the post of Office Superintendent, Class III, in the Offices of Chief Inspecting Officer (Court Fees) and it's subordinate offices;
- (d) "Government" means Government of Gujarat;
- (f) '*specified chances*' means the number of chances specified in these rules within which a person is required to pass the examination;
- (g) '*specified period*' means the period specified in these rules within which a person is required to pass the examination.

3. Requirement to pass the examination. - The person appointed to the post of Senior Clerk, Class III, in the Offices of Chief Inspecting Officer (Court Fees) and it's subordinate offices, under the Legal Department shall be required to pass the examination to be eligible for promotion to the post of Office Superintendent, Class III, in the Offices of Chief Inspecting Officer (Court Fees) and it's subordinate offices under the Legal Department.**4. Eligibility to appear in the examination. -**

- (1) No person shall be eligible to appear in the examination unless he has completed three years' of service after his appointment on the post of Senior Clerk, Class III, in the Offices of Chief Inspecting Officer (Court Fees) and it's subordinate offices.
- (2) No person shall be eligible to appear in the examination unless he has passed the post training examination for existing post or he has been exempted from the post-training examination by the competent authority, if any.

5. Specified chances and period for passing the examination. -

- (1) To be eligible for promotion to the post of Office Superintendent, Class III, in the Offices of Chief Inspecting Officer (Court Fees), a person shall be required to pass the examination within a period of

three years and within three chances from the date of his completing three years' continuous service after his appointment to the post of Senior Clerk Class III, in the office of Chief Inspecting Officer (Court Fees).

Provided that a person belonging to the Scheduled Castes or Scheduled Tribes may be given one additional chance which shall have to be availed of within a period of one year from the date of declaration of the result of the examination of his third chance;

- (2) If a person fails to pass the examination referred to in these rules within the specified period and within the specified chances, he shall notwithstanding such failure, be eligible to appear at any time in the examination on payment of an examination fee as be determined by the Government from time to time and if he passes the said examination, he shall be eligible for promotion:

Provide further that a person shall not be entitled to claim seniority over those persons who have passed the examination earlier than him and have been promoted to the post of Office Superintendent, Class III, under these rules before he became eligible for such promotion on passing examination.

- (3) Not appearing in the examination, shall be considered as a chance.

6. **Paper and Syllabus for Examination. -**

- (1) The syllabus for examination shall be as specified in Appendix 'A'.
- (2) The examination shall consist of four papers, out of which paper I to III shall be multiple choice questions (MCQs) type and paper IV shall be descriptive type.
- (3) The candidate shall be allowed to answer the questions of papers I to III with the help of books and paper IV shall be required to be answered without books.

Explanation – “with books” means original books of subjects approved by the Government or The Institute which includes bare Acts and /or Rules without any commentaries or case Laws and Manuals issued under the Act published/approved by the Government.

7. **Medium of Examination.** – The medium of examination shall be Gujarati or English as per instructions given in the question paper.

8. **Holding of Examination. -**

- (1) The Institute shall hold the **Examination**, at least twice in a year.
- (2) The institute shall communicate the tentative program of examination to the office of the Chief Inspecting Officer (Court Fees) at least ninety days before the provisional date prescribed by the institute.
- (3) A person who desires to appears in the Examination shall be required to send his application in the Form as specified in Appendix 'B' to the Institute through the Office of the Chief Inspecting Officer (Court Fees) for enlisting his name as a candidate for such examination at least sixty days prior to date of the examination.
- (4) The office of the Chief Inspecting Officer (Court Fees) shall scrutinise his application with regard to his eligibility for appearing in the examination and forward the same to the Institute with the Certificate of Eligibility as specified in Appendix 'C'.
- (5) If the applicant subsequently decides not to appear in the examination, he shall be required to give intimation thereof to the Institute through the office of the Chief Inspecting Officer (Court Fees) at least thirty days before the date of the commencement of the examination.
- (6) If the any person fails to appear at the examination after having enlisted his name as a candidate, without giving intimation as referred to in sub-rule (5), he shall be deemed to have lost one chance to pass the examination.
- (7) The Institute shall admit the candidate to the examination on the strength of the certificate issued by the Office of the Chief Inspecting Office (Court fees) that he is eligible to appear in the examination;

Provided that the Chief Inspecting Office (Court Fees) may condone the failure on the part of the person to give intimation referred to in sub-rule (5), and the consequences arising there from if it is satisfied that the person had failed to give the intimation within time for reasons beyond his control.

- (8) The place, date, and time for holding the examination shall be fixed and communicated by the institute to the office of the Chief Inspecting Officer (Court Fees) and the same shall be communicated to the candidates.

9. Qualifying Standard for passing the examination. -

- (1) The standard for passing the examination shall be fifty per cent. (50%) of the total marks assigned to each paper.
- (2) An unsuccessful candidate who secures fifty per cent. (50%) or more marks in any one or more papers shall be exempted from appearing in those papers in the subsequent examination.
- (3) “In case a candidate is not able to obtain the qualifying standard in only one question paper in a departmental examination, such candidate shall be given grace marks up to 5% of the total marks for that question paper and after grace marks, if he obtains the marks equal or more than qualifying standard, he shall be declared pass.”

10. Result of examination. - The institute shall publish the result of the examination on its official website and shall forward the same to the office of the Chief Inspecting Officer (Court Fees) and the office of the Chief Inspecting Officer (Court Fees) shall intimate the result to the candidates.

11. Incentive: The candidate who secures eighty per cent. (80%) or more aggregate marks in the examination in first chance shall be paid such cash amount as an incentive as determined by the Government.

12. Prohibition to use of certain devices in the examination hall. – No candidate shall be allowed to carry with him any electronic communication devices like cellular phone, smart watch, calculator, pager, tablet, I-pad etc. in the examination hall.

Appendix “A”

[See rules 6(1)]

Syllabus for the departmental examination for promotion to the post of Office Superintendent, Class III, in the office of the Chief Inspecting Officer (Court Fees) and its subordinate Offices under the Legal Department.

Sr. No.	Subject	Remarks
1	Paper-I Service matters (With Book) (MCQs)	100 Marks 3 Hours
	1. The Gujarat Civil Services (Conduct) Rules, 1971 and Gujarat Civil Service (Discipline and Appeals) Rules 1971.	
	2. The Gujarat Legislative Assembly rules -performance appraisal report and its guidelines.	
	3. Right to Information Act, 2005.	
	4. Office Procedure. (Non-Secretariat).	
	5. The Prevention of Corruption Act, 1988.	
2	Paper- II Accounts matters (With Book) (MCQs) -Delegation of financial powers	100 Marks 3 Hours
	1. The Gujarat Financial Rules, 1971.	
	2. The Bombay General Provident Fund Rules.	
	3. The Gujarat Treasury Rules, 2000.	
	4. The Gujarat Contingency Expenditure Rules, 2002.	
	5. The Gujarat Civil Services Rules, 2002 (Vol. I to VIII).	

Sr. No.	Subject	Remarks
3	Paper III Departmental Acts and Rules (with books)(MCQs)	100 Marks 3 Hours.
	The Gujarat Court Fees Act 2004.	
4	Paper IV Gujarati and English Language (Without books)	100 Marks 3 Hours.
	1. Drafting and Noting in English and Gujarati.	
	2. Public Relation and Communication.	
	3. Correspondence with Public and other institutions.	
	4. Drafting of Demi Official letters written/given by Senior Officers.	
	5. Different types of letters and difference between them.	
	6. Different types of Government orders, its utilization: importance (GR, Notification, Circular, Office Order, Memorandum, etc.).	
	7. Translation from English to Gujarati and from Gujarati to English.	

Appendix “B”

[See rule 8 (3)]

Application Form

Application for appearing in the Departmental examination for promotion to the post of office Superintendent, Class III, in the Office of the Chief Inspecting Officer (Court Fees) and it's subordinate offices.

1	Applicant's name in full (Surname First) (in English and Gujarati)	
2	Designation (in English and Gujarati)	
3	Name of the Office in which at present serving.	
4	Birth date and age at the time of this Examination.	
5	Date of the appointment and total years of service (non-Gazetted):	
6	Whether the applicant had appeared at the examination previously? If so, (a) Month and Year of the examination in which he appeared. (b) Whether any exemption is earned? If so, provide details of the marks, year of examination and subject should be mentioned:	
7	Authority or the rule under which he/she has to appear for the examination.	
8	(a) Month and year of examination at which he appeared.	
	(b) Whether any exemption is obtained? If so, details of marks, year of examination and subject should be given.	
	(c) Whether he intends to avail of exemptions obtained? Specify 'Yes' or 'No' (The choice shall be treated as final and no change shall be allowed)	
9	Number of Chances and time limit within which the applicant is required to pass the examination: (Date of eligibility and date of expiry for appearing at the examination should be mentioned).	
10	Number of chances exhausted:	
11	Whether additional (Special) chance have been granted? Number and date or order under which the additional (special) chances has been granted to the applicant should be specified and a copy thereof should be sent.	
12	Number and date of orders relaxing age limit and /or service limit from competent authority (Copies of orders should be sent).	

13	Purpose of passing the examination (confirmation, retention in Government service, promotion) etc.	
14	Whether the applicant is eligible to appear at the examination according to rules of the examination?	
15	Whether fee is paid? If yes, the details of challan and date.	
16	Remarks, if any.	

Place:

Date :

(Signature of Applicant)

Appendix “C”

(See rule 8(4))

Certificate of Eligibility

Certified that.....

- (1) The above particular are verified and found correct. Shri/Smt./Kum.....is eligible to appear at the Office Superintendent, Class III, Examination for promotion to the post of Office Superintendent, Class III, in the Offices of the Inspecting Officer (Court Fees), and its subordinate offices, to be held in
- (2) * Necessary fee is paid; copy of the chalan is attached herewith.
- (3) * Candidate is granted additional chance; a copy of order is attached.

Place:

(Office Seal)

Date:

* Strike out whichever is not applicable.

By order and in the name of the Governor of Gujarat,

N. A. BARIA,

Under Secretary to Government.

